

STATE OF CALIFORNIA

**Department of Parks and Recreation**

# **CAREER OPPORTUNITY BULLETIN**



**Date: December 28, 2012**

**Bulletin # 826**

This Career Opportunity Bulletin may also be viewed on our website at

[www.parks.ca.gov](http://www.parks.ca.gov)

The Mission of the California Department of Parks and Recreation is to provide for the health, inspiration, and education of the people of California by helping to preserve the state's extraordinary biological diversity, protecting its most valued natural and cultural resources, and creating opportunities for high-quality outdoor recreation.

## **HOW TO APPLY**

For each separate position, please forward a standard state application Std Form 678. Indicate the position and location of the job for which you are applying. Send your application to:

Department of Parks and Recreation

P.O. Box 942896

Sacramento, CA 94296-0001

Attention: Personnel Services Division/Certification Unit

All applications must be postmarked by the final filing date

**FINAL FILING DATE FOR JOBS POSTED IN THIS BULLETIN: January 11, 2013**

California Relay Service

**TDD 1-800-735-2929**

Jobs Phone Line

**1-916-653-6995**

California State Parks is an equal opportunity employer. It is the Department's policy to ensure that all personnel actions will be conducted in a nondiscriminatory manner. All personnel procedures will be conducted in full compliance with all Federal and State employment requirements. The Department will ensure maintenance of a personnel system which provides equal employment opportunity in hiring, training and promotion – under all terms and conditions of employment – for all purposes, at all levels of the Department's workforce – regardless of age, sex, race, color, creed, religion, political affiliation, natural origin, genetic characteristics, ancestry, disability, medical condition, marital status, veterans status, and sexual orientation. For information concerning the complaint process, contact an EEO Counselor or the Human Rights Office.

## **Career Opportunity Bulletin #826**

*If applying for more than one position, please submit a separate application for each position and indicate your choice in location. Please be specific.*

- **ENVIRONMENTAL SCIENTIST (PERMANENT INTERMITTENT) – HOLLISTER HILLS DISTRICT (TWO POSITIONS)**
- **HEAVY EQUIPMENT MECHANIC – SIERRA DISTRICT/SUGAR PINE POINT STATE PARK**
- **OFFICE TECHNICIAN(TYPING)(LIMITED TERM - 24 MONTHS) – ACQUISITION AND DEVELOPMENT DIVISION/ACCESSIBILITY SECTION/SACRAMENTO**
- **OFFICE TECHNICIAN(TYPING)(PERMANENT INTERMITTENT) – ORANGE COAST DISTRICT/NORTH SECTOR**
- **PARK MAINTENANCE WORKER I (LIMITED TERM – 24 MONTHS) – ACQUISITION AND DEVELOPMENT DIVISION/ACCESSIBILITY SECTION/FOLSOM**
- **SENIOR LAND AGENT(SPECIALIST)/ASSOCIATE LAND AGENT – ACQUISITION AND DEVELOPMENT DIVISION/ACQUISITION AND REAL PROPERTY SERVICES/SACRAMENTO**

*If applying for more than one position, please submit a separate application for each position and indicate your choice in location. Please be specific.*

*The following vacancies are offered as advertisement to candidates that are current or eligible for reinstatement as a PC 830.2, California State Peace Officer.*

- **STATE PARK PEACE OFFICER SUPERVISOR (RANGER) – OCOTILLO WELLS DISTRICT/HEBER DUNES STATE VEHICULAR RECREATION AREA**

### WHO MAY APPLY

This Career Opportunity Bulletin is for **State employees and/or candidates with current civil service list eligibility and who meet this eligibility by the established final filing date.** Anyone eligible for a transfer, change in class, list appointment, training and development assignment, or reinstatement may be considered according to guidelines outlined in DAM 210.311-314.

Only the most qualified candidates will be selected for an interview. All appointments are subject to SROA provisions.

(For those classes in Units 10, 14, 15, and 21, this bulletin does not constitute the transfer process contained in the agreements with the State.)

#### UNIT 7 (California Statewide Law Enforcement Association – CSLEA)

Positions for voluntary geographic transfers will be filled in accordance with Article 16, section 16.9 of the Unit 7 collective bargaining agreement.

#### Unit 12 (International Union of Operating Engineers – IUOE)

Positions for voluntary geographic transfers will be filled in accordance with Article 17, sections 17.1-17.7 of the Unit 12 collective bargaining agreement.

#### Unit 13 (International Union of Operating Engineers – IUOE)

Positions for voluntary geographic transfers will be filled in accordance with Article 14.1 of the Unit 13 collective bargaining agreement.

*If applying for more than one position, please submit a separate application for each position and indicate your choice in location. Please be specific.*

**549-556-0762-902**

### **ENVIRONMENTAL SCIENTIST (PERMANENT INTERMITTENT)(\$17.75 - \$32.95/HOUR) – HOLLISTER HILLS DISTRICT - TWO POSITIONS**

The reporting location for these positions will be the Hollister Hills District Office in Hollister. These positions will work under the direction of the Senior Environmental Scientist. The incumbents will be expected to perform resource and restoration project work throughout the Hollister Hills District and may travel to other State Vehicular Recreation Areas. They will also assist with resource related data management, liaise with public/private resource management agencies, and monitor compliance with the California Environmental Quality Act. The incumbents will be required to operate off road vehicles in the park on a regular basis. This position may work up to 1500 hours per year. **State housing is not available.** For further information regarding these positions, please contact Wes Gray at (831) 636-2064 or [wes.gray@parks.ca.gov](mailto:wes.gray@parks.ca.gov).

*If applying for more than one position, please submit a separate application for each position and indicate your choice in location. Please be specific.*

**549-683-6834-002**

**HEAVY EQUIPMENT MECHANIC (\$3740 - \$4311) – SIERRA DISTRICT/SUGAR PINE POINT STATE PARK**

The reporting location for this position is the maintenance shop at Sugar Pine Point State Park in Tahoma but the incumbent may be required to perform skilled work in the maintenance and repair of equipment throughout the District as needed. This position will work under the direction of the District Maintenance Chief. The incumbent will perform diagnosis, repairs and routine maintenance on a fleet of vehicles, including but not limited to: backhoes, graders, loaders, skid steers, dump trucks, sno-cats, light trucks, automobiles, Gators, and snowmobiles. The incumbent will be responsible for the ordering and purchase of repair parts as needed and will coordinate repair efforts through the Office of Fleet Administration Inspector. **A state mobile home pad may be available.** The incumbent's work schedule will be Tuesday through Friday from 7:00 a.m. to 5:30 p.m. For further information regarding this position, please contact Marilyn Linkem at (530) 525-9523 or [mlinkem@parks.ca.gov](mailto:mlinkem@parks.ca.gov).

**549-869-1139-001**

**OFFICE TECHNICIAN (TYPING)(LIMITED TERM – 24 MONTHS)(\$2686 - \$3264) – ACQUISITION AND DEVELOPMENT DIVISION/ACCESSIBILITY SECTION/SACRAMENTO**

The reporting location for this position is the Northern Service Center in Sacramento. This position will work under the direction of the Staff Services Manager I. California State Parks' Accessibility Section seeks a highly organized and motivated individual to provide administrative support and quality customer service to our internal and external customers and stakeholders. Specific responsibilities of the position include but are not limited to: acting as the section's receptionist; answering public inquiries via telephone and email; data entry; coordinating processing of timesheets, purchase documents, travel claims and advances, and vehicle usage reports; maintaining warrant logs, expense documentation, and ETMS records; and purchasing office supplies, information technology products and other materials. **State housing is not available. An incumbent hired via an examination list will be appointed for 12 months, with a possible extension of another 12 months. The incumbent must maintain list eligibility in order for the limited term assignment to be extended for the second 12 months. This position may become permanent after the limited term assignment is complete.** For further information regarding this position, please contact Wendy Martin at (916) 445-8955.

*If applying for more than one position, please submit a separate application for each position and indicate your choice in location. Please be specific.*

**549-926-1139-902**

**OFFICE TECHNICIAN (TYPING)(PERMANENT INTERMITTENT)(\$15.50 - \$18.83/HOUR) – ORANGE COAST DISTRICT/NORTH SECTOR**

The reporting location for this position is Bolsa Chica State Beach Headquarters in Huntington Beach. This position will work under the direction of the State Park Peace Officer Supervisor (Lifeguard). Duties include customer service, administrative work, working with peace officers as the court liaison, and providing educational interpretation programs in the newly built interpretation center. **State housing is not available.** This position may work up to 1500 hours per year. For further information regarding this position, please contact Kevin Pearsall at (714) 377-5691.

**549-869-6767-010**

**PARK MAINTENANCE WORKER I (LIMITED TERM – 24 MONTHS)(\$2929 - \$3672) – ACQUISITION AND DEVELOPMENT DIVISION/ACCESSIBILITY SECTION/NORTH CREW**

The reporting location for this position will be Folsom Lake State Recreation Area/Nimbus Dam Day Use Area in Folsom. This position will work under the direction of the Park Maintenance Chief I. The incumbent will be required to travel throughout the northern part of the state to complete construction projects and remove accessibility barriers in various State Parks. Typical projects may include placement of concrete, campsite and picnic site work modifications, facility modifications, and other skilled activities. February through November the incumbent's work schedule will be Monday through Thursday from 6:00 a.m. to 5:00 p.m. During the months of December and January, the incumbent's work schedule will be Monday through Friday from 7:00 a.m. to 4:00 p.m. **An incumbent hired via an examination list will be appointed for 12 months, with a possible extension of another 12 months. The incumbent must maintain list eligibility in order for the limited term assignment to be extended for the second 12 months. This position may become permanent after the limited term assignment is complete. Possession of a valid California driver's license is required. State housing is not available.** For further information regarding this position, please contact Mike Bielecki at (916) 445-8968 or [mbiel@parks.ca.gov](mailto:mbiel@parks.ca.gov).

*If applying for more than one position, please submit a separate application for each position and indicate your choice in location. Please be specific.*

**549-890-4998-001**

**SENIOR LAND AGENT (SPECIALIST)(\$5441 - \$6613)/ASSOCIATE LAND AGENT (\$4619 - \$5616) – ACQUISITION AND DEVELOPMENT DIVISION/ACQUISITION AND REAL PROPERTY SERVICES/SACRAMENTO**

The reporting location for this position is at One Capital Mall in Sacramento,. This position will work under the general direction of the Division Chief. The Senior Land Agent works independently in the capacity of a program lead person and project manager to accomplish highly specialized and /or sensitive tasks associated with the Department's Major Capital Outlay Acquisitions, no-cost acquisitions, title issues, and associated property management programs. This position also serves as a technical advisor and trainer in all areas of the Department's real property services. Responsibilities may include performing real property appraisal reviews and personally completing negotiations and document preparation for the most complex acquisition projects and/or use of State Park real property. The office is comprised of a multi-disciplined team of acquisition planning and real property specialists. The position offers a unique opportunity for staff that enjoys a variety of work and travel to scenic units throughout the State Park system. This position may be downgraded for recruitment purposes. **State housing is not available.** For further information regarding this position, please contact Kelly Di Pinto at (916) 327-7302.

*If applying for more than one position, please submit a separate application for each position and indicate your choice in location. Please be specific.*

*The following vacancies are offered as advertisement to candidates that are current or eligible for reinstatement as a PC 830.2, California State Peace Officer*

**548-256-0980-003**

**STATE PARK PEACE OFFICER SUPERVISOR (RANGER)(\$4590 - \$6078) – OCOTILLO WELLS DISTRICT/HEBER DUNES STATE VEHICULAR RECREATION AREA**

The reporting location for this position will be the Heber Dunes State Vehicular Recreation Area. This position will work under the direction of the Sector Superintendent at Ocotillo Wells State Vehicular Recreation Area. This is a unique opportunity for a Supervising Ranger to learn all of the core programs at Heber Dunes. Heber Dunes is a 340-acre sand dune park located just east of El Centro. This position will be responsible for all aspects of park operations, including patrol, maintenance, interpretation, administration, volunteer programs, and resource management. Building partnerships with local agencies and the community is required. Off-road riding skills (ATV, dirt bike, 4x4 vehicle) are necessary (training will be provided by the District). A new ranger station/maintenance shop is due to begin construction soon. **State housing may be available.** For further information regarding this position, please contact Kirk Shea at (760)767-1329 or 760-554-8902 or [kirk.shea@parks.ca.gov](mailto:kirk.shea@parks.ca.gov).



**\*\*\*\*\* EXAMINATIONS \*\*\*\*\***

**The Department of Parks and Recreation has scheduled the following examinations.**

**Standard State applications (STD. 678) may be sent to:**

**Department of Parks and Recreation**

**Personnel Office**

**ATTENTION: EXAM UNIT**

**P.O. Box 942896**

**Sacramento, CA 94296-0001**

**Classification: ACCOUNTANT TRAINEE**

**Recruitment number: 097500-00104179-9PB31**

**Final Filing Date: CONTINUOUS**

**Exam Base: MULTI DEPARTMENTAL OPEN**

**If you have any questions, please contact State Personnel Board at (866) 844-8671. To apply for this exam, please go to [www.jobs.ca.gov](http://www.jobs.ca.gov)**

**Classification: ASSOCIATE GOVERNMENTAL PROGRAM ANALYST**

**Recruitment number: 097500-00105393-9PB04**

**Final Filing Date: CONTINUOUS**

**Exam Base: MULTI DEPARTMENTAL OPEN**

**If you have any questions, please contact State Personnel Board at (866) 844-8671. To apply for this exam, please go to [www.jobs.ca.gov](http://www.jobs.ca.gov)**

**Classification: ENVIRONMENTAL SCIENTIST**

**Recruitment number: 097500-00100762-9PB01**

**Final Filing Date: CONTINUOUS**

**Exam Base: MULTI DEPARTMENTAL OPEN**

**If you have any questions, please contact State Personnel Board at (866) 844-8671. To apply for this exam, please go to [www.jobs.ca.gov](http://www.jobs.ca.gov)**

**Classification: STAFF SERVICES MANAGER I**

**Recruitment number: 097500-00104800-9PB19**

**Final Filing Date: CONTINUOUS**

**Exam Base: MULTI DEPARTMENTAL OPEN**

**If you have any questions, please contact State Personnel Board at (866) 844-8671. To apply for this exam, please go to [www.jobs.ca.gov](http://www.jobs.ca.gov)**

**Classification: STAFF SERVICES MANAGER II**

**Recruitment number: 097500-00104800-93914M**

**Final Filing Date: CONTINUOUS**

**Exam Base: MULTI DEPARTMENTAL OPEN**

**If you have any questions, please contact State Personnel Board at (866) 844-8671. To apply for this exam, please go to [www.jobs.ca.gov](http://www.jobs.ca.gov)**